

OFFICE OF THE CHIEF OF POLICE

SPECIAL ORDER NO. 5

February 13, 2006

**SUBJECT: DEPARTMENT DIPLOMATIC LIAISON OFFICER - REVISED**

**PURPOSE:** Establishing and maintaining good working relationships and open lines of communication between the Department and foreign consulates located in Los Angeles, are important components of accomplishing our law enforcement mission of serving our diverse communities. As such, the Chief of Police may designate any staff officer as the Department Diplomatic Liaison Officer (DDLO), to represent the Department in communicating with representatives of foreign governments in the City, and the United States Department of State. This order outlines the duties and responsibilities of the DDLO.

**PROCEDURE:** The DDLO is responsible for the following:

- \* Maintaining liaison between the Department and consulate offices located within the City;
- \* Keeping a record of aggravated incidents involving consular officers or their families;
- \* Maintaining liaison with the United States Department of State on issues relating to diplomatic or consular officers; and,
- \* Providing advice to all Department entities and personnel relating to issues involving diplomatic and consular officers.

The DDLO shall be notified of any aggravated contact involving a diplomatic or consular officer, and of any other noteworthy incident involving their family members, offices, or residences within the City (i.e., demonstrations, vandalism, etc.). The DDLO shall also receive a copy of any report completed that involves a diplomatic or consular officer.

**AMENDMENTS:** This Order amends Sections 2/205, 4/284.10, 4/284.15, 4/284.20, 4/284.35, 4/284.38, 4/284.40, 4/284.45, 4/284.46, and 4/284.47, of the Department Manual.

**AUDIT RESPONSIBILITY:** The Director, Office of Operations, shall monitor compliance with this Directive in accordance with Department Manual Section 0/080.30.

WILLIAM J. BRATTON  
Chief of Police

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